



Collider-Accelerator Department Worker Occupational Safety and Health Committee

Date: February 9, 2006
To: WOSH Committee and Guests
From: P. Sparrow/R. Savage
Subject: Minutes for 1/30/06 - WOSH Committee Meeting

Members: R. Akins, M. Bannon*, J. Beebe-Wang, J. Carlson, R. Conte, J. Cupolo*, D. Derryberry*, F. Dusek, J. Guercio, J. Laster*, C. Liaw, D. McDonald*, B. Mullany, J. Nicolellis*, D. Oldham, S. Pontieri, M. Sardzinski*, R. Savage, W. Shaffer, T. Shrey*, M. Sivertz, L. Snyderstrup, P. Sparrow, D. Steski, F. Teich, W. Venegas*, L. Vogt* and D. Weiss.

Guests: None

The primary focus of the WOSH meeting was to elect a WOSH Committee Chairperson for 2006 and to provide feedback on the recent Human Performance Training by ESHQ. Paul Sparrow issued a hand-out to all WOSH members that provided details on the following topics to be discussed:

- a. Election of WOSH Committee Chair per procedure guidelines – R. Savage
- b. Employee feedback on recent Human Performance Training by ESHQ – R. Savage
- c. Building Manager verification of their (PE) Work Orders to ensure charges reflect work Performed – P. Sparrow
- d. Director's Safety Committee – L. Vogt
- e. Feedback on any employee safety issue – P. Sparrow
- f. Housekeeping – P. Sparrow
- g. Topics from the floor – P. Sparrow

WOSH Committee members were requested by R. Savage to nominate individuals for the 2006 WOSH Committee Chair position. After discussion from the floor, Paul Sparrow was nominated for consideration. The nomination was second by F. Dusek and was unanimously agreed upon by a show of hands from members. It should be noted that this will be Mr. Sparrows third and last term as Chair, as specified by procedure requirements.

WOSH Committee members were asked by R. Savage if they had any feedback on the recent Human Performance Training provided by ESHQ. This feedback would be evaluated and used to enhance existing training modules. There were no comments provided at this time. However, members were reminded that they can email comments to R. Karol and P. Sparrow at a later date.

*Denotes not in attendance

P. Sparrow requested that Building Managers verify their Plant Engineering Work Order charges. He explained that the reason for this review was a discovery of a charge for work that had not yet been performed. Further investigation revealed that Plant Engineering mistakenly recorded approximately \$700 charge time for work performed that was actually associated with their review of the work. P. Sparrow emphasized that even though this was an error, it is extremely important to verify charge back work order cost during budget restraints. To emphasize cost savings, Paul explained that C-AD is evaluating unused trailers and their associated space charges. The C-AD goal is to remove all unnecessary trailers from our facilities, thus reducing our overall space charges. He further explained that charges for a trailer can vary depending if it has an office desk within the trailer. The space charges are then similar to an office in building 911, instead of a storage trailer.

Question:

W. Shaffer asked if anyone reviews FUA's and their space charge codes to see if they reflect current conditions.

Answer:

P. Sparrow stated that on a monthly basis he updates the space charge listing for management. The problem C-AD has is the cost to clean out the trailers before they can remove them from the site. P. Sparrow offered to supply members with a monthly update of this progress, if they request it.

L. Vogt was not present to address the Director's Safety Committee Charter.

P. Sparrow asked WOSH Committee members if they had any safety issues they would like to address or feedback on past safety concerns.

Question:

W. Shaffer said he had heard that when an individual is called in the middle of the night to work on a high voltage RF system they are asked different questions by the Control Room Operator. Two questions in particular that he finds confusing are: 1. Are you qualified to perform the job? 2. What is the problem? In both cases, the individual has just been called in and does not know what the problem is or if they are qualified to fix the problem. In addition, knowing it is a high voltage concern, why is not a CAS person assigned to the individual as a Safety Watch.

Answer:

R. Savage stated if an individual feels they need a safety watch they can and should request one. However, he spoke with P. Ingrassia, the MCR Group Leader about these questions. Peter said that the questions asked by operations are part of their pre-work control planning process, which can be found on their webpage. The specialists who are called in are asked questions that help summarize the critical steps, anticipate error traps, foresee consequences, evaluate defenses and evaluate their operating experience prior to performing the task. This pre-planning process creates a safer atmosphere through dialogue. P. Ingrassia also stated that personnel are asked if they feel they need a safety watch as part of the questions under work practices.

P. Sparrow spoke about housekeeping concerns. He stated that our Department Chair is continuously seeing housekeeping issues surface during Tier I Inspections. In addition, due to budget restraints, Plant Engineering has reduced the amount of custodial services provided to C-AD, thus creating additional concerns. WOSH members were requested to bring this issue back to their respective groups for discussion.

Question:

J. Beebe-Wang asked why certain offices are cleaned and waxed while some remain untouched.

Answer:

P. Sparrow stated that individuals should contact their Building Manager either by phone or email when this occurs.

Question:

F. Dusek asked why is it that building 912 use to be mopped at least twice a week because of safety concerns and now this can only be done on overtime.

Answer:

P. Sparrow stated that as mentioned before due to budget restraints, Plant Engineering has reduced the amount of custodial services provided to C-AD.

Closing Meeting Comments:

P. Sparrow would like to remind WOSH members to bring this information back to their respective groups for discussion during their weekly safety meetings. Our next WOSH Committee Meeting will be scheduled during the 2nd quarter of 2006.

cc: Aronson, S.
Karol, R.
Kirk, T.
LaMontagne, S.
Lessard, E.
Lowenstein, D.
Ozaki, S.
Passarello, D.
Pile, P.
Roser, T.
Sandberg, J.
Tuozzolo, J.
Williams, P.
WOSH Committee Members